

ST. BERNARD PARISH SHERIFF
 SHREVEPORT, LOUISIANA
 NOTES TO FINANCIAL STATEMENTS
 JUNE 30, 1987

8. DISCLOSURE OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

BASIS OF ACCOUNTING (Continued)

Revenues (Continued)

Interest income on investments is recorded when the investments have matured and the income is available.

Substantially all other revenues are recorded when received.

Expenditures

Expenditures are generally recognized under the accrual basis of accounting when the related fund liability is incurred. Expenditures typically include salaries, office supplies and capital outlays.

Other Financing Sources (Uses)

Proceeds from the sale of fixed assets are accounted for as other financing sources and are recognized when received. Fixed assets acquired through capital leases or other debt are recorded as expenditures and other financing sources at the time of acquisition. Transfers between funds that are not expected to be repaid are accounted for as other financing sources (uses) when the transfer is authorized by the Sheriff.

BUDGET PRACTICES

The proposed budget for 1987 was made available for public inspection on June 24, 1986. The proposed budget, prepared on the modified accrual basis of accounting, was published in the official journal thirteen days before the public hearing, which was held at the St. Bernard Parish Sheriff's office on June 23, 1986, for comments from taxpayers. The original budget was amended on June 23, 1986 and is reflected in the budget comparison on Page 4. The budget is legally adopted and amended, as necessary, by the Sheriff.

All expenditure appropriations lapse at year end. Unexpended appropriations and any excess of revenues over expenditures are carried forward to the subsequent year as beginning fund balances.

Neither encumbrance accounting nor formal integration of the budget into the accounting records is employed as a management control device. However, periodic comparisons of budget and actual amounts are made. Budget amounts included in the accompanying financial statements include the original adopted budget and all subsequent amendments.

CASH AND CASH EQUIVALENTS AND INVESTMENTS

Cash includes amounts in demand deposits, interest-bearing demand deposits, and time deposits. Cash equivalents include amounts in time deposits and other investments with original maturities of 90 days or less. Under state law, the Sheriff may deposit funds in demand deposits, interest-bearing demand deposits,

ST. ROBERT PARISH SHERIFF
 SHREVEPORT, LOUISIANA
 NOTES TO FINANCIAL STATEMENTS
 JUNE 30, 1993

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

CASH AND CASH EQUIVALENTS AND INVESTMENTS (Continued)

money market accounts, or time deposits with state banks organized under Louisiana law and national banks having their principal offices in Louisiana. Tax collections must be deposited in a bank domiciled in the parish where the funds are collected.

Under state law, the Sheriff may invest in United States bonds, treasury notes, or certificates. These are classified as investments if their original maturities exceed 90 days. However, if the original maturities are 90 days or less, they are classified as cash equivalents. Investments are stated at cost. See note 3 for the detail on investments and collateralization.

FIXED ASSETS

Fixed assets of governmental funds are recorded as expenditures at the time purchased or constructed, and the related assets are capitalized (reported) in the general fixed assets account group. General fixed assets provided by the parish government are not recorded within the general fixed assets account group. No depreciation has been provided on general fixed assets. All fixed assets are valued at historical cost or estimated cost if historical cost is not available. Fair market value at the date of acquisition or donation is used for donated fixed assets and fixed assets when historical cost is not available. Historical cost was not available for a minor amount of fixed assets.

COMPENSATED ABSENCE

The Sheriff's office has the following policy relating to vacation and sick leave:

Employees earn vacation based on continuous service as follows:

<u>Time in Service</u>	<u>Vacation Earned</u>
up to 3 years	50 days per year
4 to 10 years	55 days per year
over 10 years	60 days per year

Annual leave cannot be accumulated and must be used in the year earned.

Sick leave is earned at a rate of one day per month of service and can be accumulated up to 90 days. Sick leave is lost upon termination. The cost of current leave privileges is recognized as a current-year expenditure in the governmental fund when the leave is actually taken. At June 30, 1993, there are no accumulated and vested leave privileges to be accrued in accordance with government standards.

**ST. BERNARD PARISH SHERIFF
ECONOMIC, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 1987**

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES: (Continued)

LONG-TERM OBLIGATIONS

Long-term obligations expected to be financed from the General Fund are reported in the general long-term obligations account group. Expenditures for principal and interest payments for long-term obligations are recognized in the General Fund when due.

FUND EQUITY

RESERVE

Reserves represent those portions of fund equity not appropriable for expenditure or legally segregated for a specific future use.

Designated Fund Balance

Designated fund balance represents tentative plans for future use of financial resources.

SALES TAXES

Effective January 1, 1983, the Law Enforcement District of the Parish of St. Bernard, State of Louisiana (the "District"), under the provisions of Article XI, Section 30 of the Constitution of the State of Louisiana of 1974, Chapter 26 of Title 18 of the Louisiana Revised Statutes of 1988, as amended, and other constitutional and statutory authority, was authorized to levy and collect a tax of one-half of one percent (1/2%) (the "tax") upon the sale at retail, the use, and the lease or rental, the consumption, and the storage for use or consumption, of tangible personal property and on sales of services in the District, all as previously defined in La. R.S.47:303 through La.R.S.47:317, inclusive, for a period of ten (10) years from the date of the first levy of the tax. The proceeds of the tax (after paying the reasonable and necessary costs and expenses of collecting and administering the tax) are dedicated and used for the purpose of paying salaries and benefits of law enforcement personnel, including the addition of thirty-five new deputies in the patrol, juvenile and narcotics divisions; paying the cost of training for law enforcement personnel; funding juvenile and narcotics programs; paying the cost of consolidating, acquiring and/or improving law enforcement and other law enforcement facilities; and paying the cost of acquiring equipment.

The Sheriff agreed to reimburse the commission charged for collecting and administering the collection of sales taxes in St. Bernard Parish from 6% to 8% for a two year period effective April 1, 1983. As of June 30, 1987, the reimburse remains in effect and 6% is still being collected on Parish sales taxes.

ST. BERNARD PARISH SHERIFF
CHAURVILLE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 1997

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES: (Continued)

TOTAL COLUMN ON BALANCE SHEET

The total column on the balance sheet is captioned Memorandum Only to indicate that it is presented only to facilitate financial analysis. Data in this column does not present financial position in conformity with generally accepted accounting principles. Neither is such data comparable to a consolidation.

2. LEVIED TAXES:

The following is a summary of authorized and levied ad valorem taxes:

	Authorized Millage	Levied Millage	Expiration Date
Police District	10.00	10.00	1997

3. CASH, CASH EQUIVALENTS AND INVESTMENTS:

At June 30, 1997, the Sheriff has cash, cash equivalents, and investments (book balances) totaling \$5,044,465 as follows:

	General Fund	Agency Funds	Total
Cash	\$ 1,272	\$ --	\$ 1,272
Demand deposits	425	--	425
Interest-bearing demand deposits	727,813	4,068,302	4,796,115
Deferred Compensation Plan (PERSCO)	--	218,855	218,855
Total	<u>\$727,308</u>	<u>\$4,287,157</u>	<u>\$5,014,465</u>

See note 1 for investments allowed under Louisiana law. See note 8 for investment in Public Employees Benefit Services Corporation Deferred Compensation Program (PERSCO). This plan invests in various types of mutual funds selected by each individual participant in the plan.

These deposits are stated at cost, which approximates market. Under state law, these deposits (or the resulting bank balances) must be secured by federal deposit insurance or the pledge of securities owned by the fiscal agent bank. The market value of the pledged securities plus the federal deposit insurance must at all times equal the amount on deposit with the fiscal agent. These securities are held in the name of the pledging fiscal agent bank in a holding or custodial bank that is mutually acceptable to both parties.

At June 30, 1997, the Sheriff has \$5,789,200 in deposits (collected bank balances). These deposits are secured from risk by \$180,000 of federal deposit insurance and \$5,609,200 of pledged securities held in joint custody at the federal reserve bank, Nashville, Tennessee (GAIA Category 1).

ST. BERNARD PARISH SHERIFF
CHAIRMAN, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 1992

4. RECEIVABLES:

The receivables of \$1,408,962 at June 30, 1992 are as follows:

Class of Receivable	General Fund	Agency Funds	Total
St. Bernard Parish Sheriff Tax Collector	\$ 889,300	\$ --	\$ 889,300
St. Bernard Parish Government	93,968	--	93,968
Other parishes	53,495	--	53,495
State of Louisiana	128,892	--	128,892
U.S. Government	268,267	--	268,267
St. Bernard Parish Clerk of Court	19,300	--	19,300
Federal and state grants	63,860	--	63,860
TOTAL	\$1,408,962	\$ --	\$1,408,962

5. DUE FROM/TO OTHER FUNDS:

Individual balances due from/to other funds at June 30, 1992 are as follows:

Fund	Due from Other Funds	Due to Other Funds
General Fund	\$ --	\$3,561
Cash Bond Agency Fund	3,561	-----
Total	\$3,561	\$3,561

6. CHANGES IN GENERAL FIXED ASSETS:

A summary of changes in general fixed assets follows:

	Balance, July 1 1991	Additions	Retirements	Balance, June 30, 1992
Land, and building improvements	\$ 258,668	\$ --	\$ --	\$ 258,668
Vehicles	1,218,380	160,348	--	1,378,728
Office furniture and equipment	473,471	--	--	473,471
Law enforcement weapons and communications equipment	200,329	121,808	-----	322,137
Total	\$2,150,848	\$282,156	\$-----	\$2,432,904

See Note 9 for an analysis of capital leases included in above.

ST. BERNARD PARISH SHERIFF
 CHARLOTTE, LOUISIANA
 NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 1981

7. PENSION PLAN

Plan description. Substantially all employees of the St. Bernard Parish Sheriff's Office are members of the Louisiana Sheriffs' Pension and Relief Fund (System), a cost-sharing, multiple-employer defined benefit pension plan administered by a separate board of trustees.

All sheriffs and all deputies who are found to be physically fit, who serve at least \$400 per month, and who were between the ages of 18 and 55 at the time of original employment are required to participate in the System. Employees are eligible to retire at or after age 55 with at least 12 years of credited service and receive a benefit, payable monthly for life, equal to a percentage of their final-average salary for each year of credited service. The percentage factor to be used for each year of service is 2.5 percent for each year if total service is at least 12 but less than 15 years, 2.75 percent for each year if total service is at least 15 but less than 20 years, and 3 percent for each year if total service is at least 20 years (Act 1137 of 1990 increased the accrual rate by 0.25 percent for all service rendered on or after January 1, 1980.) In any case, the retirement benefit cannot exceed 100 percent of their final-average salary. Final-average salary is the employee's average salary over the 36 consecutive or joined months that produce the highest average. Employees who terminate with at least 12 years of service and do not withdraw their employee contributions may retire at or after age 55 and receive the benefit accrued to their date of termination as indicated previously. Employees who terminate with at least 20 years of credited service are also eligible to elect early benefits between ages 50 and 55 with reduced benefits equal to the actuarial equivalent of the benefit to which they would otherwise be entitled at age 55. The System also provides death and disability benefits. Benefits are established or amended by state statute.

The System issues an annual publicly available financial report that includes financial statements and required supplementary information for the System. That report may be obtained by writing to the Louisiana Sheriffs' Pension and Relief Fund, Post Office Box 3163, Monroe, Louisiana 71220, or by calling (318) 362-3150.

Funding Policy. Plan members are required by state statute to contribute 8.7 percent of their annual covered salary and the St. Bernard Parish Sheriff is required to contribute at an actuarially determined rate. The current rate is 6.0 percent of annual covered payroll. Contributions to the System also include one-half of one percent of the taxes shown to be collectible by the tax rolls of each parish and funds as required and available from insurance premium taxes. The contribution requirements of plan members and the St. Bernard Parish Sheriff are established and may be amended by state statute. As provided by R.S. 11:188, the employer contributions are determined by actuarial valuation and are subject to change each year based on the results of the valuation for the prior fiscal year. The St. Bernard Parish Sheriff's contributions to the System for the years ending June 30, 1980, 1981, and 1982, were \$283,267, \$263,582, and \$181,985, respectively, equal to the required contributions for each year.

ST. BERNARD PARISH SHERIFF
 ORLA METTE, LOUISIANA
 NOTES TO FINANCIAL STATEMENTS
 JUNE 30, 1997

8. DEFERRED COMPENSATION PENSION FUND:

All employees of the St. Bernard Parish Sheriff are required by law to contribute to a pension fund. Those employees who are not Sheriffs or deputies and therefore not eligible to participate in the Louisiana Sheriffs' Pension and Relief Fund pension plan (see note 7), have the option of participating in the Louisiana Public Employees' Deferred Compensation Plan, or the Public Employees Benefit Services Corporation Deferred Compensation Program.

The Louisiana Public Employees' Deferred Compensation Plan (the "Plan") was adopted by the Louisiana Deferred Compensation Commission, effective September 15, 1980. The Plan was established in accordance with Louisiana Revised Statute 42:1380 through 42:1388 and section 457 of the Internal Revenue Code of 1954, as amended, for the purpose of providing supplemental retirement income to employees and independent contractors by permitting such individuals to defer a portion of compensation to be invested and distributed in accordance with the terms of the Plan.

Effective September 14, 1980, the Plan was amended and restated in its entirety. The restated Plan superseded all plans and rules previously adopted in connection with the Louisiana Public Employees' Deferred Compensation Plan.

The plan document states that no fund or other account shall be established to provide benefits under the terms of the Plan. All deferred compensation, property and rights purchased with deferred compensation and income or earnings attributable to deferred compensation, property or rights shall constitute assets of the State of Louisiana and remain (until made available to a participant or beneficiary) the property of the State of Louisiana, subject only to the claims of the general creditors of the State of Louisiana. The maximum amount of compensation which may be deferred during a calendar year shall not exceed the lesser of 1/10 of a participant's includable compensation or \$7,500. The amount of the compensation deferred is reduced by compensation excludible from a participant's gross income under Internal Revenue Code Section 402(a), if any, which is attributable to contributions made by the employer.

The following is a summary of the payroll covered and contributions made to the plan during fiscal year ended June 30, 1997:

Total covered payroll	<u>780,110</u>	
	<u>6/30/97</u>	
	<u>Percent</u>	<u>Amount</u>
Contributions:		
Employer	8.80%	68,657
Employee	8.80%	68,230
Total	<u>17.60%</u>	<u>136,887</u>

The Public Employees Benefit Services Corporation Deferred Compensation Program (the Program) was adopted effective March 1, 1978. The Program was established in accordance with section 457 of the Internal Revenue Code of 1954, as amended, for the purpose of providing supplemental retirement income to employees by permitting such individuals to defer a portion of compensation to be invested and distributed in accordance with the terms of the Program.

ST. BERNARD PARISH SHERIFF
ORLALETTE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 1997

8. DEFERRED COMPENSATION DEFERRAL FUND: (Continued)

The Program document states that all deferred compensation, property and rights purchased with deferred compensation and income or earnings attributable to deferred compensation, property or rights shall constitute assets of the employer until they are paid out to the participant.

The maximum amount of compensation which may be deferred during a calendar year shall not exceed the lesser of 33 1/3% of a participant's includable compensation or \$7,500.

The following is a summary of the deferrals made to the Program during the fiscal year ended June 30, 1997:

Total covered payroll	<u>\$216,432</u>	
	<u>June 30, 1997</u>	
	<u>Payroll</u>	<u>Amount</u>
Contributions:		
Employer	5,404	\$17,084
Employee	23,399	\$7,507
Total	<u>28,803</u>	<u>\$24,591</u>

Additional information relating to benefits payable under the Plans is provided in the Plan documents.

9. LEASES:

The Sheriff records assets acquired through capital leases as an asset and an obligation in the accompanying financial statements. Leases have been entered into to provide computers, copiers, telephone equipment, radios and automobiles. During the fiscal year ended June 30, 1997 new leases were executed for seven Ford Crown Victorias and one Ford 258 truck. The following is an analysis of capital leases as of June 30, 1997:

	<u>ASSETS ON LEASE</u>			
	<u>Balance</u> <u>July 1, 1996</u>	<u>New</u> <u>Leases</u>	<u>Paid</u> <u>Out</u>	<u>Balance</u> <u>June 30, 1997</u>
Vehicles	\$147,542	\$100,341	\$104,366	\$143,517
Office furniture & equipment	27,533		4,297	23,236
	<u>\$175,075</u>	<u>\$100,341</u>	<u>\$108,663</u>	<u>\$166,753</u>

All of the equipment relating to leases paid out during the year was retained by the Sheriff by exercising options to retain title. In most cases leases allowed transfer at end of lease, in other cases a minimal one dollar payment was required to transfer ownership.

Future minimum lease payments under capital leases, together with the present value of net minimum lease payments, as of June 30, 1997, are scheduled as follows:

ST. BERNARD PARISH SHERIFF
CHAIRPITTI, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 1992

12. LITIGATION AND CLAIMS:

At June 30, 1992, the St. Bernard Parish Sheriff is a defendant in several lawsuits seeking damages. These lawsuits are in various stages of resolution and since these cases and claims are characterized by conditions and complexities estimation of the ultimate liability is extremely difficult. In cases where judgments have been reached, Louisiana courts have ruled that plaintiffs can not seize the assets of the Sheriff. Accordingly, no provisions for any liability that may result is made in the financial statements until the funds are appropriated by the Sheriff.

The largest exposure related to claims and judgments at June 30, 1992 is estimated at \$244,800. None of these claims were appropriated by the Sheriff as of June 30, 1992. Therefore, no contingency for an expense has been accrued in the General Fund.

13. SELF INSURANCE:

Effective October 3, 1990, the Sheriff's Office obtained a one year excess insurance policy for self insurance of workmen's compensation and employer liability claims up to \$250,000 per employee. The excess is insured under an insurance policy. The fund is administered by an independent insurance service company.

There was no claims liability to be accrued as of June 30, 1992.

14. TAXES PAID UNDER PROTEST:

The unapplied balances due to taxing bodies and others in the agency funds at June 30, 1992, as reflected on Combined Balance Sheet, include \$2,181,420 of taxes paid under protest, plus interest earned to date on the investment of these funds, totaling \$144,700. These funds are held pending resolution of the protest and are accounted for in the Tax Collector Agency Fund.

15. EXPENDITURES OF THE SHERIFF'S OFFICE PAID BY THE PARISH GOVERNMENT:

Certain operating expenditures of the Sheriff's office are paid by the parish government and are not included in the accompanying financial statements. These expenditures include certain costs associated with prisoner care, utilities and repairs for the building used by the Sheriff but owned by the parish government.

16. USE OF ESTIMATES:

The process of preparing financial statements in conformity with generally accepted accounting principles requires the use of estimates and assumptions regarding certain types of assets, liabilities, revenues and expenses. Such estimates primarily relate to unapplied transactions and events as of the date of the financial statements. Accordingly, upon settlement, actual results may differ from estimated amounts.

ST. BERNARD PARISH SHERIFF
CALMETTE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 1982

17. FEDERAL FINANCIAL ASSISTANCE:

The sheriff participates in the following federal financial assistance programs:

<u>PROGRAM TITLE</u>	<u>AMOUNT</u>
Critical Apprehension and Sang Creditation Deployment	\$ 84,780
Drug Abuse Resistance Education	<u>11,856</u>
Total federal assistance programs passed through State of Louisiana	<u>\$ 96,636</u>

ST. BERNARD PARISH SHERIFF
 CHARLOTTE, LOUISIANA
 SUPPLEMENTAL INFORMATION SCHEDULES
 AS OF AND FOR THE YEAR ENDED JUNE 30, 1981

ELIGIBLE FUNDS - MONEY FUNDS

TAX COLLECTOR FUND

Article V, Section 27 of the Louisiana Constitution of 1874 provides that the Sheriff will serve as the collector of state and parish taxes and fees. The Tax Collector Fund accounts for the collection and distribution of these taxes and fees to the appropriate taxing bodies.

CIVIL FUND

The Civil Fund accounts for funds held in civil suits, Sheriff's sales, and garnishments.

CASH BOND FUND

The Cash Bond Fund accounts for collections of bonds, fines, and costs and payment of these collections to the recipients in accordance with applicable laws.

DEFERRED COMPENSATION PLAN FUND (PUBLIC EMPLOYEES BENEFIT FUND)
 (DEFERRED COMPENSATION PROGRAM)

GASB Code Sec. 894 requires that employers using governmental fund accounting report the assets and liabilities of a deferred compensation plan adopted under the provisions of Internal Revenue Code Section 457.

ST. BERNARD PARISH SHERIFF
 CHALMETTE, LOUISIANA
 FIDUCIARY FUNDS - AGENCY FUNDS
 COMBINING BALANCE SHEET
 JUNE 30, 1991

	TAX COLLECTOR FUND	CASH BOND FUND	CIVIL FUND	DEFERRED COMPENSATION PLAN FUND	TOTAL
ASSETS					
Cash and cash equivalents	\$ 4,738,258	\$ 118,458	\$ 48,577	\$ --	\$ 4,905,293
Due from other funds	--	3,561	--	--	3,561
Investments	--	--	--	214,855	214,855
TOTAL ASSETS	\$ 4,738,258	\$ 122,027	\$ 48,577	\$ 214,855	\$ 5,124,718
LIABILITIES					
Due to taxing bodies and others	\$ 4,738,258	\$ 122,027	\$ 48,577	\$ 214,855	\$ 5,124,718
TOTAL LIABILITIES	\$ 4,738,258	\$ 122,027	\$ 48,577	\$ 214,855	\$ 5,124,718

ST. BERNARD PARISH SHERIFF
 CHALMETTE, LOUISIANA
 FIDUCIARY FUNDS - AGENCY FUNDS
 SCHEDULE OF CHANGES IN BALANCES DUE
 TO TARIFF BODIES AND OTHERS
 FOR THE YEAR ENDED JUNE 30, 1997

	TAX COLLECTOR FUND	CASH BOND FUND	CIVIL FUND	DEFERRED COMPENSATION PLAN FUND	TOTAL
BALANCES AT JULY 1, 1996	\$ 4,844,796	\$ 99,602	\$ 82,347	\$ 22,329	\$ 4,746,374
ADDITIONS					
Deposits:					
Judicial sales & costs	--	--	714,028	--	714,028
Bonds	--	92,058	--	--	92,058
Taxes, fees, etc., paid to tax collector	46,329,603	--	--	--	46,329,603
Interest	144,276	--	--	--	144,276
Net deferrals, gains, withdrawals and transfers	--	--	--	192,778	192,778
Total additions	46,474,879	92,058	714,028	192,778	47,463,463
Total	51,033,174	191,660	762,175	214,866	52,200,865
DEDUCTIONS					
Taxes, fees, etc., distributed to Exempt bodies and others	46,178,794	--	--	--	46,178,794
Deposits settled to: litigants, attorneys, appraisers, etc.	--	--	717,588	--	717,588
Other settlements	--	69,625	--	--	69,625
Other reductions:					
Restitution and refunds	116,121	--	--	--	116,121
Total reductions	46,294,915	69,625	717,588	--	47,082,128
BALANCES AT JUNE 30, 1997	\$ 4,738,259	\$ 122,035	\$ 48,527	\$ 214,866	\$ 4,923,727

ST. BERNARD PARISH SHERIFF
CHALMETTE, LOUISIANA
INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL STRUCTURE
BASED ON AN AUDIT OF GENERAL PURPOSE FINANCIAL STATEMENTS
PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS
FOR THE YEAR ENDED JUNE 30, 1997

October 30, 1997

St. Bernard Parish Sheriff
Chalmette, Louisiana

We have audited the general purpose financial statements of the St. Bernard Parish Sheriff as of and for the year ended June 30, 1997, and have issued our report thereon dated October 30, 1997.

We conducted our audit in accordance with generally accepted auditing standards and Government Auditing Standards, issued by the Comptroller General of the United States. These standards require that we plan and perform the audit to obtain reasonable assurance about whether the general purpose financial statements are free of material misstatement.

The management of the St. Bernard Parish Sheriff is responsible for establishing and maintaining an internal control structure. In fulfilling this responsibility, estimates and judgments by management are required to assess the expected benefits and related costs of internal control structure policies and procedures. The objectives of an internal control structure are to provide management with reasonable, but not absolute, assurance that assets are safeguarded against loss from unauthorized use or disposition, and that transactions are recorded in accordance with management's authorization and recorded properly in permit the preparation of general purpose financial statements in accordance with generally accepted accounting principles. Because of inherent limitations in any internal control structure, errors or irregularities may nevertheless occur and not be detected. Also, projection of any evaluation of the structure to future periods is subject to the risk that procedures may become inadequate because of changes in conditions or that the effectiveness of the design and operation of policies and procedures may deteriorate.

In planning and performing our audit of the general purpose financial statements of the St. Bernard Parish Sheriff for the year ended June 30, 1997, we obtained an understanding of the internal control structure. With respect to the internal control structure, we obtained an understanding of the design of relevant policies and procedures and whether they have been placed in operation, and we assessed control risk in order to determine our auditing procedures for the purpose of expressing an opinion on the general purpose financial statements and not to provide assurance on the internal control structure. Accordingly, we do not express such an opinion.

Our consideration of the internal control structure would not necessarily disclose all matters in the internal control structure that might be material weaknesses under standards established by the American Institute of Certified Public Accountants. A material weakness is a reportable condition in which the design or operation of one or more of the internal control structure elements does not reduce to a relatively low level the risk that errors or irregularities in amounts that would be material in relation to the general purpose financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. We noted no matters involving the internal control structure and its operations that we consider to be material weaknesses as defined above.

This report is intended for the information of the management of the St. Bernard Parish Sheriff and the Legislative Auditor. However, this report is a matter of public record and its distribution is not limited.

Douglas, Chapman, Hagan & Madsen LLP

ST. BERNARD PARISH SHERIFF
 CHENETTE, LOUISIANA
 INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE WITH LAWS
 AND REGULATIONS BASED ON AN AUDIT OF FINANCIAL STATEMENTS
 PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS
 FOR THE YEAR ENDED JUNE 30, 1997

October 31, 1997

St. Bernard Parish Sheriff
 Chalmette, Louisiana

We have audited the general purpose financial statements of the St. Bernard Parish Sheriff as of and for the year ended June 30, 1997, and have issued our report thereon dated October 31, 1997.

We conducted our audit in accordance with generally accepted auditing standards and Government Auditing Standards issued by the Comptroller General of the United States. These standards require that we plan and perform the audit to obtain reasonable assurance about whether the general purpose financial statements are free of material misstatement.

Compliance with laws, regulations, contracts, and grants applicable to the St. Bernard Parish Sheriff is the responsibility of the Sheriff's management. As part of obtaining reasonable assurance about whether the general purpose financial statements are free of material misstatement, we performed tests of the Sheriff's compliance with certain provisions of laws, regulations, contracts, and grants. However, the objective of our audit of the general purpose financial statements was not to provide an opinion on overall compliance with such provisions. Accordingly, we do not express such an opinion.

The results of our tests disclosed no instances of noncompliance that are required to be reported herein under Government Auditing Standards.

We cited certain reportable instances of noncompliance that we have reported in the attached schedule.

This report is intended for the information of the management of the St. Bernard Parish Sheriff and the Legislative Auditor. However, this report is a matter of public record and its distribution is not limited.

Diplomatsen, Thompson, Morgan & Baker LLP

ST. BERNARD PARISH SHERIFF
 CHARLOTTE, LOUISIANA
 INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE
 SCHEDULE OF FINDINGS
 FOR THE YEAR ENDED JUNE 30, 1997

1) Budget Act - Notice of Budget Hearing to Certify Completion of Public Hearing

The St. Bernard Parish Sheriff held a hearing on the fiscal year ending June 30, 1997 Budget on June 22, 1996. Louisiana Revised Statute 55:1308C requires the publication of a notice of the public participation in the budget process in order to certify completion of the public hearing. The notice was not published as required by Louisiana Statute.

Response:

The prior year finding for fiscal year ended June 30, 1996 was noted in September, 1996, after the fiscal year ended June 30, 1997 budget process had been completed. A notice of the public participation in the budget process was published after completion of the public hearing, for the fiscal year ended June 30, 1998 budget.

2) Public Bid Law - Bidding Purchases of food at Wholesale Prices

For the period December 23, 1996 through June 27, 1997, prison food purchases were not bid as required by Louisiana Act No. 84 (R.S. 30:1212 (A)(3)). This appears to have been an isolated instance.

Response:

In March 1997, bids were advertised and prices became effective for purchases after June 27, 1997.

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R E P O R T

**ST. HERMODO PARISH SHERIFF
CALMETTE, LOUISIANA
JUNE 18, 1958**

Under provisions of state law, this report is a public document. A copy of this report has been made avail-
able to the public, on condition,
orally and in writing, to certain public
officials. This report is available for
public inspection at the Baton
Rouge office of the Legislative Auditor
and, where appropriate, at the
office of the parish clerk of court.

Release Date -- **FEB 25 1958**

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ST. BERNARD PARISH SHERIFF

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INDEPENDENT AUDITOR'S REPORT

October 31, 1997

Honorable Jack A. Stephens
St. Bernard Parish Sheriff
Chalmette, Louisiana 70042

We have audited the accompanying general purpose financial statements of the St. Bernard Parish Sheriff as of and for the year ended June 30, 1997, as listed in the index to the report. These general purpose financial statements are the responsibility of the St. Bernard Parish Sheriff's office management. Our responsibility is to express an opinion on these general purpose financial statements based on our audit.

We conducted our audit in accordance with generally accepted auditing standards and Government Auditing Standards, issued by the Comptroller General of the United States. These standards require that we plan and perform the audit to obtain reasonable assurance about whether the general purpose financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the general purpose financial statements. We audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall general purpose financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the general purpose financial statements referred to above present fairly, in all material respects, the financial position of the St. Bernard Parish Sheriff as of June 30, 1997, and the results of its operations for the year then ended in conformity with generally accepted accounting principles.

Our audit was conducted for the purpose of forming an opinion on the general purpose financial statements, taken as a whole. The combining balance sheet and the schedule of changes in balances due to taxing bodies and others of the individual fiduciary fund type - agency funds are presented for purposes of additional analysis and are not a required part of the financial statements of the St. Bernard Parish Sheriff. Such information has been subjected to the auditing procedures applied in the audit of the general purpose financial statements and, in our opinion, is fairly presented in all material respects in relation to the general purpose financial statements taken as a whole.

In accordance with Government Auditing Standards, we have also issued reports dated October 31, 1997 on our consideration of the St. Bernard Parish Sheriff's internal control structure and on its compliance with laws and regulations.

Duplantier, Hraipmann, Hogan & Maher, L.L.P.

ST. BERNARD PARISH SHERIFF
 CHALMETTE, LOUISIANA
 ALL FUND TYPES AND ACCOUNT GROUPS
 COMBINED BALANCE SHEET
 JUNE 30, 1997

	GOVERNMENTAL FUNDS		FIDUCIARY FUNDS		ACCOUNT GROUPS		TOTAL (MEMORANDUM ONLY)
	GENERAL FUND	GENERAL FUND	TRUST FUNDS	TRUST FUNDS	GENERAL FUND	MINOR LONG-TERM OBLIGATIONS	
ASSETS AND OTHER DEBITS							
Assets:							
Cash and cash equivalents (Note 2)	\$ 715,148	\$ 4,908,100	\$ --	\$ --	\$ --	\$ --	\$ 5,623,248
Restricted cash	8,175	--	--	--	--	--	8,175
Investments, at cost	--	304,868	--	--	--	--	304,868
Receivables (Note 4)	3,486,982	--	--	--	--	--	3,486,982
Due from other funds (Note 2)	--	3,581	--	--	--	--	3,581
Building improvements and equipment (Note 5)	--	--	2,503,438	--	--	--	2,503,438
Other	8,177	--	--	--	--	--	8,177
Other debits:							
Amounts to be provided for retirement of general long-term obligations	--	--	--	--	233,888	--	233,888
Total assets and other debits	\$ 4,218,382	\$ 5,216,569	\$ 2,503,438	\$ --	\$ 233,888	\$ --	\$ 12,172,277
LIABILITIES, EQUITY, AND OTHER CREDITS							
Liabilities:							
Accounts, salaries, and withholdings payable	\$ 488,274	\$ --	\$ --	\$ --	\$ --	\$ --	\$ 488,274
Due to other funds (Note 2)	3,581	--	--	--	--	--	3,581
Due to taxing bodies and others	--	4,224,718	--	--	--	--	4,224,718
Capital lease and mortgage obligations (Note 5)	--	--	--	--	233,888	--	233,888
Total liabilities	\$ 491,855	\$ 4,224,718	\$ --	\$ --	\$ 233,888	\$ --	\$ 7,950,461
Equity and other credits:							
Investment in general fixed assets (Note 5)	--	--	2,503,438	--	--	--	2,503,438
Fund balances:							
Unreserved - undesignated	3,698,100	--	--	--	--	--	3,698,100
Total equity and other credits	\$ 3,698,100	\$ --	\$ 2,503,438	\$ --	\$ --	\$ --	\$ 6,201,538
TOTAL LIABILITIES, EQUITY AND OTHER CREDITS	\$ 4,190,000	\$ 4,224,718	\$ 2,503,438	\$ --	\$ 233,888	\$ --	\$ 12,172,277

The accompanying notes are an integral part of this statement.

ST. BERNARD PARISH SHERIFF
CRIVELLE, LOUISIANA
GOVERNMENTAL FUND - GENERAL FUND
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
FOR THE YEAR ENDED JUNE 30, 1992

REVENUES (NOTE 1)

Taxes:	
Ad valorem	\$ 5,773,818
Sales taxes	3,183,757
Video poker	320,736
Intergovernmental revenues:	
Operating federal and state grants (Note 17)	586,816
Other state grants:	
State supplemental pay	531,200
State revenue sharing	337,196
Fees, charges and commissions for services:	
Commissions:	
Sales taxes, licenses, etc.	1,085,123
Prisoner care and maintenance	2,487,318
Civil and criminal fees and court costs	486,488
Interest	56,530
Other	247,362
Total revenues	<u>13,363,850</u>

EXPENDITURES (NOTE 1)

Public safety:	
Personnel services and related benefits	3,673,421
Operating services	3,659,271
Materials and supplies	469,850
Travel and other charges	28,987
Debt service	354,859
Capital outlay (Note 4)	306,372
Miscellaneous (Note 17)	37,386
Total expenditures	<u>10,569,316</u>

Excess of revenues over expenditures 2,794,534

Other financing sources:

Capital leases (Note 11)	188,340
Total other financing sources	<u>188,340</u>

Excess of revenues over expenditures and other sources 953,894

FUND BALANCE AT BEGINNING OF YEAR 737,380

FUND BALANCE AT END OF YEAR \$ 1,668,187

The accompanying notes are an integral part of this statement.

ST. BERNARD PARISH SPERITT
CHARLOTTE, LOUISIANA
GOVERNMENTAL FUND - GENERAL FUND
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
BUDGET - GRAP AND ACTUAL
FOR THE YEAR ENDED JUNE 30, 1997

	BUDGET	ACTUAL	VARIANCE FAVORABLE (UNFAVORABLE)
REVENUES			
Taxes:			
Ad valorem	\$ 1,700,000	\$ 1,779,818	\$ 79,818
Sales taxes	3,000,000	3,100,257	100,257
Rides poker	350,000	379,736	(29,764)
Intergovernmental revenues:			
Operating federal and state grants	175,000	206,816	30,816
Other state grants:			
State supplemental pay	518,000	510,282	7,718
State revenue sharing	337,000	337,396	(396)
Fees, charges and commissions for services:			
Commissions:			
Sales taxes, licenses, etc.	1,025,000	1,006,123	18,877
Prisoner care and maintenance	2,308,000	2,402,310	(94,310)
Civil and criminal fees and court costs	690,000	408,480	(281,520)
Interest	55,000	56,530	(1,530)
Other	238,400	247,362	(8,962)
total revenues	<u>11,101,400</u>	<u>11,353,600</u>	<u>(252,200)</u>
EXPENDITURES			
Public safety:			
Personnel services and related benefits	8,000,000	7,673,421	326,579
Operating services	2,164,000	2,719,823	(555,823)
Material and supplies	650,000	499,060	150,940
Debt service	--	356,639	(356,639)
Capital outlay	631,904	306,322	325,582
Miscellaneous	36,000	97,185	(61,185)
total expenditures	<u>11,181,904</u>	<u>11,662,351</u>	<u>(480,447)</u>
Excess of revenues over expenditures	--	(71,429)	(71,429)
Other financing sources:			
Capital leases	--	180,340	(180,340)
total other financing sources	--	<u>180,340</u>	<u>180,340</u>
Excess of revenues over expenditures and other sources	--	98,911	(98,911)
Fund balance at beginning of year	737,208	737,208	--
FUND BALANCE AT END OF YEAR	<u>\$ 737,208</u>	<u>\$ 3,689,192</u>	<u>\$ (951,984)</u>

The accompanying notes are an integral part of this statement.

ST. BERNARD PARISH SHERIFF
 CHARLOTTE, LOUISIANA
 NOTES TO FINANCIAL STATEMENTS
 JUNE 30, 1992

INTRODUCTION

As provided by Article 8, Section 27 of the Louisiana Constitution of 1878, the Sheriff serves a four-year term as the chief executive officer of the law enforcement district and ex-officio tax collector of the parish. The Sheriff administers the parish jail system and executes duties required by the parish court system, such as providing bailiffs, executing orders of the court, and serving subpoenas.

As the chief law enforcement officer of the parish, the Sheriff has the responsibility for enforcing state and local laws and ordinances within the territorial boundaries of the parish. The Sheriff provides protection to the residents of the parish through on-site patrols and investigations and serves the residents of the parish through the establishment of neighborhood watch programs, anti-drug abuse programs, et cetera. In addition, when requested, the Sheriff provides assistance to other law enforcement agencies within the parish.

As the ex-officio tax collector of the parish, the Sheriff is responsible for collecting and distributing ad valorem property taxes, parish occupational licenses, state revenue sharing funds, sporting licenses, and fines, costs, and bond forfeitures imposed by the district court.

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES:

BASIS OF PRESENTATION

The accompanying financial statements of the St. Bernard Parish Sheriff have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard setting body for establishing governmental accounting and financial reporting principles.

REPORTING ENTITY

As the governing authority of the parish, for reporting purposes, the St. Bernard Parish Government is the financial reporting entity for St. Bernard Parish. The financial reporting entity consists of (a) the primary government (parish government), (b) organizations for which the primary government is financially accountable, and (c) other organizations for which nature and significance of their relationship with the primary government are such that exclusion would cause the reporting entity's financial statements to be misleading or incomplete.

Governmental Accounting Standards Board Statement No. 14 established criteria for determining which component units should be considered part of the St. Bernard Parish Government for financial reporting purposes. The basic criterion for including a potential component unit with the reporting entity is financial accountability. The GASB has set forth criteria to be considered in determining financial accountability. This criteria includes:

ST. BERNARD PARISH SHERIFF
CHARLOTTE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2021

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES- (Continued)

REPORTING ENTITY (Continued)

- 1) Appointing a voting majority of an organization's governing body, and
 - a) the ability of the parish government to impose its will on that organization and/or
 - b) the potential for the organization to provide specific financial benefits to or impose specific financial burdens on the parish government.
- 2) Organizations for which the parish government does not appoint a voting majority but are fiscally dependent on the parish government.
- 3) Organizations for which the reporting entity financial statements would be misleading if data of the organization is not included because of the nature or significance of the relationship.

For the following reasons, the St. Bernard Parish Sheriff is not considered to be a component unit of the St. Bernard Parish Government, the reporting entity:

- 1) The St. Bernard Parish Government does not have the ability to appoint or impose its will on the Sheriff.
- 2) The St. Bernard Parish Sheriff is not fiscally dependent on the parish government.
- 3) The relationship between the Sheriff and the St. Bernard Parish Government is not significant and therefore the Parish Government's financial statements are not misleading because of the exclusion of the Sheriff's financial information.

The accompanying financial statements present information only on the funds maintained by the Sheriff and do not present information on the parish government, the general government services provided by that governmental unit, or the other governmental units that comprise the financial reporting entity.

FUND ACCOUNTING

The Sheriff uses funds and account groups to report on its financial position and the results of its operations. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions relating to certain government functions or activities.

A fund is a separate accounting entity with a self-balancing set of accounts. On the other hand, an account group is a financial reporting device designed to provide accountability for certain assets and liabilities that are not recorded in the funds because they do not directly affect net expendable available financial resources.

ST. BERNARD PARISH SHERIFF
CHALMETTE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 1997

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES: (Continued)

FUND ACCOUNTING (Continued)

Funds of the Sheriff are classified into two categories: governmental (General Fund) and fiduciary (Agency funds). These funds are described as follows:

General Fund

The General Fund, as provided by Louisiana Revised Statute 33:1402, is the principal fund of the Sheriff's office and accounts for the operations of the Sheriff's office. The Sheriff's primary sources of revenue are sales taxes (see page 30) and ad valorem tax levied by the law enforcement district. Other sources of revenue include commissions on sales taxes, state revenue sharing, state supplemental pay for deputies, civil and criminal fees, fees for court attendance and maintenance of prisoners, et cetera. General operating expenditures are paid from this fund.

Agency Funds

The agency funds are used as depositories for civil suits, cash bonds, taxes, fees, et cetera. Disbursements from these funds are made in various parish agencies, litigants in suits, et cetera, in the manner prescribed by law. The agency funds are custodial in nature (assets equal liabilities) and do not involve measurement of results of operations.

BAIS OF ACCOUNTING

Basis of accounting refers to when revenues and expenditures are recognized in the accounts and reported in the financial statements. Basis of accounting relates to the timing of the measurements made, regardless of the accounting basis applied. The General Fund is accounted for using a flow of current financial resources measurement focus. The accompanying general purpose financial statements have been prepared on the modified accrual basis of accounting, (except for the Tax Collector Agency Fund, which is prepared on the cash basis of accounting, which approximates the modified accrual basis of accounting). The General Fund uses the following practices in recording revenues and expenditures:

Revenues

Ad valorem taxes and commissions earned from the related state revenue sharing (which is based upon population and households in the parish) are recorded in the year the taxes are assessed. Ad valorem taxes are assessed for the calendar year and become due on November 15 of each year and delinquent on December 31. The taxes are generally collected in December of the assessed year and January and February of the ensuing year.

Sales tax revenues are recognized by the Sheriff on the accrual basis. Intergovernmental revenues, fees, commissions, and grants are recorded when the Sheriff is entitled to the funds.